



## MEETING AGENDA

### TUALATIN PLANNING COMMISSION

March 17, 2016; 6:30 p.m.  
JUANITA POHL CENTER  
8513 SW TUALATIN RD  
TUALATIN, OR 97062

---

1. **CALL TO ORDER & ROLL CALL**  
Members: Alan Aplin (Chair), Bill Beers, Jeff DeHaan, Cameron Grile, Janelle Thompson, Mona St. Clair, and Angela Demeo  
Staff: Aquilla Hurd-Ravich, Planning Manager; Zoe Monahan, Management Analyst II
2. **APPROVAL OF MINUTES**
  - A. Approval of January 21, 2016 TPC Minutes.
3. **COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA)**  
Limited to 3 minutes
4. **ACTION ITEMS**
  - A. 2015 Annual Report of the Tualatin Planning Commission
  - B. Consideration to Amend the Tualatin Development Code Chapter 38.230, *Signs Permitted in the Medical Center (MC) Planning District* to revise allowed sign types and certain sign standards. Plan Text Amendment 15-0001 is a legislative matter.
5. **COMMUNICATION FROM CITY STAFF**
  - A. Capital Improvement Plan (CIP) Update.
6. **FUTURE ACTION ITEMS**
7. **ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**
8. **ADJOURNMENT**



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Tualatin Planning Commissioners

**FROM:** Lynette Sanford, Office Coordinator

**DATE:** 03/17/2016

**SUBJECT:** Approval of January 21, 2016 TPC Minutes.

---

**ISSUE BEFORE TPC:**

---

**Attachments:** [TPC Minutes 1.21.16](#)



# City of Tualatin

www.tualatinoregon.gov

UNOFFICIAL

TUALATIN PLANNING COMMISSION -

MINUTES OF January 21, 2016

**TPC MEMBERS PRESENT:**

Alan Aplin  
Bill Beers  
Angela Demeo  
Cameron Grile  
Mona St. Clair (arrived after Agenda item 4 started)  
Janelle Thompson

**STAFF PRESENT**

Aquilla Hurd-Ravich  
Lynette Sanford

**TPC MEMBER ABSENT:** Jeff DeHaan

**GUESTS:** Sherman Leitgab.

**1. CALL TO ORDER AND ROLL CALL:**

Alan Aplin, Chair, called the meeting to order at 6:34 pm and reviewed the agenda. Roll call was taken.

**2. APPROVAL OF MINUTES:**

Mr. Aplin asked for review and approval of the December 17, 2015 TPC minutes. MOTION by Demeo SECONDED by Grile to approve the minutes as written. MOTION PASSED 5-0.

**3. COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):**

None

**4. ACTION ITEMS:**

**A. Elect a Chair and Vice Chair to Represent the Tualatin Planning Commission.**

Mr. Aplin asked the Commission members if they wanted to take over the role of Chairman of the Planning Commission. MOTION by Grile, SECONDED by Beers to retain Mr. Aplin as Chair and Mr. Beers as Vice Chair. MOTION PASSED 5-0.

**5. COMMUNICATION FROM CITY STAFF:**

**A. Legacy Meridian Park Medical Center – Preview of Proposed Code Language**

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

**for PTA15-0001.**

Ms. Hurd-Ravich presented the Plan Text Amendment (PTA15-0001) from Legacy Meridian Park Medical Center which included a PowerPoint presentation. Legacy is proposing changes to the Tualatin Development Code (TDC) Chapter 38 Sign Regulations, specifically to Section 38.230, which regulates signs in the Medical Center Planning district.

Legacy Meridian Park Medical Campus is located at 19300 SW 65<sup>th</sup> Ave. Legacy Meridian owns all property in the Medical Center (MC) planning district with the exception of land owned by Tualatin Senior Center LLC, which operates the Brookdale senior living facility in the NW corner of the district. There is no other property in the City designated MC. Legacy is proposing to replace most of the existing signs on their Tualatin campus. This PTA is to provide language that allows for safer, more legible, and clearer wayfinding and identify signs. These changes would allow Legacy Meridian to:

- Provide clearer direction to drivers approaching the campus.
- Aid visitors and patients to find their way to campus buildings and parking lots.
- Allow Legacy to clearly identify the campus.
- Provide consistency with signage at other Legacy Health systems campuses throughout the Portland metro area where the proposed comprehensive sign program has been or is in the process of being implemented.

Ms. Hurd-Ravich explained that the current code allows monument, wall and hospital identification signs. The proposed amendments would allow freestanding pole signs, additional monument signs, additional wall signs, and a campus sign master plan process. Mr. Grile asked if monument signs are allowed elsewhere in the City. Ms. Hurd-Ravich responded that they are allowed in the commercial areas with restrictions.

Ms. Hurd-Ravich went through the slides that displayed images of the proposed signs and their locations, along with their height and sign face area limits. Ms. Hurd-Ravich explained that the City Attorney suggested the regulation has to have a relationship within 30 feet of the right-of-way and the regulations relax beyond that. Discussion ensued regarding property boundaries, corners, and entrances.

Ms. Demeo asked if the wall sign on the parking structure falls under the main or tenant category. Ms. Hurd-Ravich answered that it falls under the main sign category. Ms. Hurd-Ravich mentioned that a category has been added to include overhead canopies.

Ms. Hurd-Ravich explained that the Campus Sign Master Plan option will avoid future plan text amendments if changes to campus sign programs do not meet code. It will maintain City oversight and approval process and provide greater flexibility for

property owners in the Medical Center Planning District.

Ms. Hurd-Ravich stated that the next steps include the preview of draft language, which will go to the Council Work Session on February 8. There will be a Planning Commission recommendation on March 17 and a public hearing before the City Council on March 28.

Mr. Beers stated that regarding the Master Plan option, a staff review is the right place to start but if it doesn't meet code, it may be helpful for the Planning Commission to review it. Ms. Hurd-Ravich agreed.

Mr. Grile asked if Legacy planned on going through this process or if the code changes will meet their needs. Ms. Hurd-Ravich answered that the code changes will meet their needs. Mr. Aplin asked if this is the first time the City has tried to implement the master plan process. Ms. Hurd-Ravich responded that we have other places where we've incorporated a master plan but this is the first time we've proposed a sign master plan.

#### **B. Basalt Creek Update from the Joint Tualatin and Wilsonville Council Meeting**

Ms. Hurd-Ravich gave an update on the Basalt Creek Joint Council meeting with Tualatin and Wilsonville that was held on December 16, 2015. This meeting was held to discuss a preferred land use and boundary option for the Basalt Creek planning area, to discuss priorities for each City, and to discuss alternatives for achieving those goals.

Ms. Hurd-Ravich stated that over the last two years, the committee has been able to accomplish land suitability, guiding principles, base case, utility design, and evaluations.

Ms. Hurd-Ravich went through the slides that detailed land suitability analysis and the base case boundary options. Ms. Hurd-Ravich explained that at the Joint Council meeting, the project team provided a brief summary of five options. The project team also shared additional information collected for the meeting pertaining to the alignment and vertical profile of the future SW 124<sup>th</sup> Ave. and Basalt Creek Parkway as well as building development orientation and massing opportunities. With this information, the Wilsonville and Tualatin City Councils discussed priorities and remaining considerations to be addressed in the preferred concept plan. At the conclusion of the discussion, the Councils directed the project team to draft a preferred Basalt Creek Concept Plan with the Basalt Creek Parkway serving as the jurisdictional boundary and with agreements outlined regarding the considerations of success

Ms. Hurd-Ravich stated that the next steps include focusing on project deliverables and lay out a process to reach consensus and finalize the project. A comprehensive plan amendment will need to be drafted for Wilsonville and Tualatin.

Ms. Hurd-Ravich noted that there were considerations for success. They are:

- Sewer – Each City to serve its own area
- Stormwater – flows received by Wilsonville guided by their protocols
- Recognize Regional need for industrial land
- Critical need to improve existing roadways
- Recognize regional impacts to Basalt transportation system
- Respect the established trip cap
- Jointly seek regional investment in future I-5 crossing
- Consider not building Kinsman north of Day Rd
- Joint City agreement to manage the Natural Area

Ms. Hurd-Ravich stated that Wilsonville opted out of Trimet and use SMART (South Metro Area Rapid Transit) for their transportation needs. If they extend their jurisdictional boundary north, they want to also extend SMART to serve their employment area. Tualatin and Wilsonville will need to work together to come up with a solution since Tualatin uses Trimet. Mr. Beers asked if the businesses south of Basalt Creek Parkway will pay Trimet taxes. Ms. Hurd-Ravich answered that they probably will not, but more discussion will follow.

#### **6. FUTURE ACTION ITEMS**

Ms. Hurd-Ravich stated that there are currently no items on the agenda for the February 18<sup>th</sup> meeting, so it will be cancelled. In March, the Annual Report will be presented and approved and there will be a recommendation on the Legacy signs.

#### **7. ANNOUNCEMENTS/PLANNING COMMISSION COMMUNICATION**

Ms. Demeo mentioned that she saw a mobile food trucks and asked the status. Ms. Hurd-Ravich said that we will be holding off on the food truck discussion since we short-staffed and in the process of hiring. Mr. Aplin asked about the status of the new City Hall. Ms. Hurd-Ravich answered that they are in the process of conducting traffic analysis on two sites – the Police site and the building by the Commons Lake.

#### **8. ADJOURNMENT**

Mr. Allin adjourned the meeting at 7:37 PM.

\_\_\_\_\_ Lynette Sanford, Office Coordinator



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Tualatin Planning Commissioners

**THROUGH:** Aquilla Hurd-Ravich, Planning Manager

**FROM:** Lynette Sanford, Office Coordinator

**DATE:** 03/17/2016

**SUBJECT:** 2015 Annual Report of the Tualatin Planning Commission

---

### **ISSUE BEFORE TPC:**

Consideration of the 2015 Tualatin Planning Commission Annual Report and a recommendation that the City Council accept the report.

### **RECOMMENDATION:**

Staff recommends that TPC accept the report and recommend that Council also accept the report at their regularly scheduled meeting on March 28, 2016.

### **EXECUTIVE SUMMARY:**

- This is not a public hearing.
- Not later than April 1 of each year, commencing with the year 1977, the Commission shall file with the City Council its annual report of the activities of the Commission.
- The annual report shall include a survey and report of the activities by the Commission during the preceding year, in addition to specific recommendations to the City Council not otherwise requested by the City Council, relating to the planning process, plan implementation measures within the City, or future activities of the Commission.
- The report may include activities of the Commission. The report may include any other matters deemed appropriate by the Commission for recommendation and advice to the Council.
- The Tualatin Municipal Code 11-1 contains the provisions for the functions and activities of the Tualatin Planning Commission (TPC).
- TPC is the official Commission for Citizen Involvement in accordance with Statewide Land Use Planning Goal 1, Citizen Involvement.
- TPC reviewed two Plan Text Amendments during 2015.
- The TPC approved two Sign Variances.
- There are no criteria applied to acceptance of the annual report.

### **OUTCOMES OF DECISION:**

Planning Commission acceptance of the Annual Report will result in the following:

- A recommendation to the Council to accept the report.
- Compliance with Section 11-1-080 of the Tualatin Municipal Code.

If the Planning Commission does not accept the Annual Report the following outcomes will result:

- A recommendation that Council not accept the report.
- Non compliance with Section 11-1-080 of the Tualatin Municipal Code.

**ALTERNATIVES TO RECOMMENDATION:**

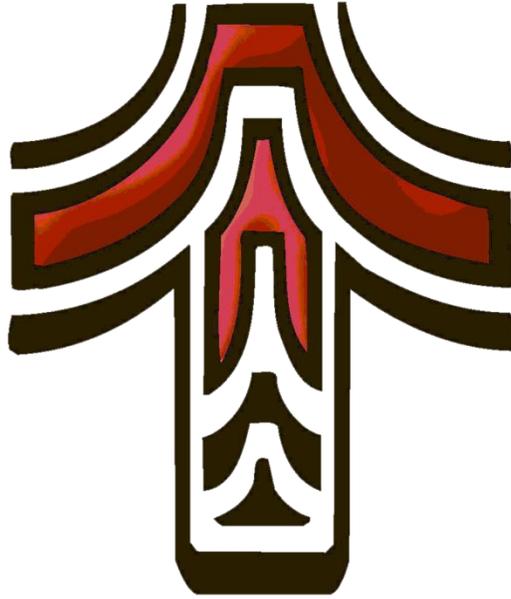
- Direct staff to amend the annual report based on recommendations from the Planning Commission
- Continue the discussion and return to the matter at a later date.

**FINANCIAL IMPLICATIONS:**

Funds are budgeted in the Planning Division for preparation of the Annual Report of the Tualatin Planning Commission.

---

**Attachments:**    Tualatin Planning Commission 2015 Annual Report



*City of Tualatin*

**2015 ANNUAL REPORT**

**TUALATIN PLANNING COMMISSION**

**March 17, 2016**

Planning Commissioners:

Alan Aplin, Chair  
Bill Beers, Vice Chair  
Jeff DeHaan  
Cameron Grile  
Mona St. Clair  
Janelle Thompson  
Angela Demeo

# 2015 ANNUAL REPORT OF THE TUALATIN PLANNING COMMISSION

## **BACKGROUND**

The Tualatin Planning Commission, formerly the Tualatin Planning Advisory Committee established, was established on July 26, 1976 (Ord. 1339-12 and Ord. 342-76). The Planning Commission's membership, organization and duties are prescribed in Tualatin Municipal Code Chapter 11-1. The Planning Commission is the official Committee for Citizen Involvement in accordance with Statewide Land Use Planning Goal 1, Citizen Involvement. This annual report covers activities conducted by the Planning Commission in 2015.

This report will address a section of the Tualatin Municipal Code Chapter 11-1.

**11-1-080:** Not later than April 1 of each year, the Commission shall file its annual report of the activities of the Commission with the City Council. The annual report shall include a survey and report of the activities of the committee during the preceding year, in addition to specific recommendations to the City Council not otherwise requested by the City Council, relating to the planning process, plan implementation measures within the City, or the future activities of the Committee. The report may include any other matters deemed appropriate by the Committee for recommendation and advice to the Council.

*Photo of 2015 Planning Commission*



*2015 Planning Commission: Alan Aplin, Bill Beers, Jeff DeHaan, Angela Demeo, Cameron Grile, Mona St. Clair, Janelle Thompson*

## **CITIZEN INVOLVEMENT AND INPUT**

The Planning Commission is the official Committee to fulfill Goal 1: Citizen Involvement of Oregon's statewide land use planning program. The purpose of Goal 1 is to develop

a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the land use planning process.

Goal 1 is specific to land use and involving citizens in land use making decisions. The Planning Commission serves two functions in Tualatin's land use planning program. Their first and original function is to serve as an advisory committee to the City Council by reviewing and making recommendations on comprehensive plan amendments. Plan amendments implement policy direction and are essentially legislative decisions. The second function of the Planning Commission, a more recent addition, is decision making authority over a specified set of quasi-judicial land use decisions. In other words, the Planning Commission has the authority to approve or deny projects tied to specific properties.

Goal 1 allows for varying degrees of citizen involvement that is appropriate to the scale of the planning effort. For example in 2015 the Planning Commission recommended approval of Plan Text Amendment (PTA) 15-02 that amended the Light Manufacturing Planning District to allow a discrete set of commercial uses in two urban renewal blocks near downtown. In this instance City staff coordinated with representatives of the Commercial Citizen Involvement Organization in reaching out to property and business owners. Staff also presented at the Commercial Citizen Involvement Organization meetings, Chamber meetings and conducted an open house. Staff consistently updated the Planning Commission and asked for feedback on the code revisions. The level of effort was warranted because the changes affected multiple properties. Citizen outreach concerning the proposed Marijuana Facilities code was primarily handled by the City Manager's office. In both cases the level of effort was warranted based on the scope of potential impacts to the community.

In both cases, citizens had a chance make comments either in writing or verbally at the public meeting prior to the Planning Commission making a recommendation to the City Council.

Oregon state law sets minimum notification standards for quasi-judicial decisions such as the two variances considered by the Planning Commission in 2015. Applicants for the variances were required to host neighborhood developer meetings and staff notified property owners within 1,000 feet of a public hearing at the Planning Commission 20 days in advance of the meeting. Anyone who submitted comments or testified during the public hearing was then notified of the decision and given 14 calendar days to file an appeal to City Council to review the decision.

All Planning Commission meetings regardless of the agenda items are published on the City website and notices of the meetings are posted in two different locations in City buildings.

Additionally, the Community Development staff meets with the Citizen Involvement Organization Land Use Officers as topics arise. The purpose of the meetings is to provide updates on land use items such as projects under construction, upcoming decisions and long range planning. These meetings are held directly before the

Planning Commission meetings, and they provide a forum for CIO officers to ask questions and get more information about community development processes.

### **PLANNING COMMISSION ACTION ITEMS**

In January 2012, the City Council changed the Tualatin Planning Advisory Committee to the Tualatin Planning Commission. The Planning Commission met for the first time in February 2012 and has purview over certain quasi-judicial land use applications including:

- Industrial Master Plans
- Reinstatement of Use
- Sign Variance
- Variance
- Transitional Use Permit

The Planning Commission retains the duties of the Advisory Committee, which is to make recommendations to City Council on comprehensive plan amendments including map and text changes. The Planning Commission reviewed and decided on two quasi-judicial decisions and made recommendations on two comprehensive plan amendments in 2015. They met a total of eight times during the calendar year. Four meetings were cancelled due to a lack of agenda items.

**SVAR-14-02 for LA Fitness Sign Variance** – Variance to allow two signs with taller letters, increased sign face height, and increased area with maximum allowed in the Office Commercial (CO) Planning District. Recommended Approval 5-0.

**PTA-15-01 Amending Chapters 31, 60, 61, 62 and a new Chapter 80** - Amendment to establish reasonable time, place and manner regulations for marijuana facilities. Recommended approval 6-0.

**PTA-15-02 Blocks 28 & 29 of the Central Urban Renewal Plan**- generally located south of Old Tualatin-Sherwood Rd, west of the railroad and Boones Ferry Road and east of 90<sup>th</sup> Court; amending TDC 60.030 to allow office, retail, service and other commercial uses. Recommended approval 5-0.

**SVAR-15-01 Cabela's Sign Variance** – Request for Cabela's store in the Office Commercial (CO) and Central Commercial (CC) planning district to allow 10-foot high banners and 120 square foot banners instead of 3-foot maximum height and 42 square foot banners the code allows. Recommended approval 6-1.

### **STAFF UPDATES TO THE PLANNING COMMISSION**

Staff presented several topics for discussion including:

- Updates on the regulation of marijuana facilities.

- Blocks 28 & 29 – Preview of the proposed code language for PTA-15-02 and Removal of Metro Employment Area design Type designation.
- Industrial Site Readiness Project – study of large (25 acres or larger) industrial sites needed for high-paying manufacturing and other traded-sector employers.
- Basalt Creek Concept Plan Briefing – Update of land use scenarios and jurisdictional boundary options.
- Basalt Creek Concept Plan Briefing – Newest boundary option and land use scenario analysis.
- Consideration of Outdoor Smoke and Tobacco free City spaces policy for property owned and/or managed by the City.
- Mobile food vending and food carts – City regulation of mobile food vending and potential modification of the TDC to allow larger mobile food vendors and food carts.
- Mobile Food Vending and Food Carts update - Project Framing.

### **COMMISSIONER TRAININGS**

- Ms. St. Clair attended a Planning Commissioner Training hosted by the Oregon City Planning Director's Association in September.



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Tualatin Planning Commissioners

**FROM:** Aquilla Hurd-Ravich, Planning Manager

**DATE:** 03/17/2016

**SUBJECT:** Consideration to Amend the Tualatin Development Code Chapter 38.230, *Signs Permitted in the Medical Center (MC) Planning District* to revise allowed sign types and certain sign standards. Plan Text Amendment 15-0001 is a legislative matter.

---

### **ISSUE BEFORE TPC:**

Planning Commission consideration of a Plan Text Amendment to amend the Tualatin Development Code Chapter 38 Section 230 to allow additional sign types and revise certain sign standards. Legacy Meridian Park Medical Center is the applicant of these proposed changes. Staff is seeking a recommendation from the Planning Commission to the City Council on the draft code language for the proposed amendment.

### **RECOMMENDATION:**

Staff recommends the Planning Commission consider the staff report, draft code language, and analysis and findings and make a recommendation to City Council.

### **EXECUTIVE SUMMARY:**

Legacy Meridian Park Medical Campus (Legacy Meridian) is located at 19300 SW 65th Avenue. Together with Legacy Health Systems, Legacy Meridian owns all property in the Medical Center (MC) planning district with the exception of land owned by Tualatin Senior Care LLC, which operates Brookdale senior living facility in the northwest corner of the district. There is no other property in the City designated MC. Attachment 100 shows the location of the MC district in Tualatin.

Legacy Meridian plans to replace most of the existing signs on their Tualatin campus. The proposed PTA is to amend the text of Section 38.230, *Signs Permitted in the Medical Center (MC) Planning District*, to provide language that allows for safer, more legible, and clearer wayfinding and identity signs. These changes would allow Legacy Meridian to:

- Provide clearer direction to drivers approaching the campus
- Aid visitors and patients to find their way to campus buildings and parking lots
- Allow Legacy to clearly identify the campus
- Provide consistency with signage at other Legacy Health Systems campuses throughout

the Portland metro area where the proposed comprehensive sign programs have been or are in the process of being implemented.

In addition, an option to implement a Campus Sign Master Plan within the MC Planning District, at the discretion of the property owner, is included in the proposed amendment.

Staff presented a preview of the proposed amendments to the Planning Commission on January 21, 2016. During the Planning Commission discussion, a change to the proposed language regarding the Campus Sign Master Plan was suggested. The proposed change would require a Campus Sign Master Plan to be reviewed and decided on by the Planning Commission. Currently, the Planning Commission reviews and decides on Sign Variance applications and although the standards and criteria differ from a proposed Master Plan process, this appointed body has experience reviewing requests for signs. This specific point was not discussed at Council meeting, and if the Planning Commission would like this adjustment made to the proposed code it should be included as part of the motion it recommends to City Council.

Additionally, staff presented a preview of the proposed code amendments to City Council on February 8, 2016. Several of the Council members expressed concerns relating to the proposed pole signs and potential light impacts on adjacent neighborhoods. The applicant has addressed these two concerns in a narrative included at Attachment 101. They amended their proposal to remove pole signs and have addressed the light impact concerns. Staff notes that sign code currently regulates the brightness of sign lighting and stipulates that lighting "shall be directed so the source of light is not visible from the public right-of-way or from properties in residential planning districts" (TDC38.100(7)).

## **DISCUSSION:**

Currently the following sign types are allowed in the MC Planning District:

- Monument signs
- Wall signs
- Hospital Identification Wall signs

The proposed PTA would allow two types of signs in the MC District:

- Monument Signs
- Wall Signs

The proposed code amendments distinguish among several types of monument signs and change allowable height and size including:

- Property Boundary
- Vehicle Entrance
- Internal Signs

The proposed changes also include allowing additional wall signs, including Overhead Canopy signs.

The proposed PTA differentiates Property Boundary, Vehicle Entrance and Internal monument signs, adds sign categories to reflect locations and standards of all internal campus signs, and slightly increases allowed height and area of monument signs at the perimeter of the campus. At the edge of campus, signs would be slimmer and slightly taller than currently allowed, increasing readability of messages while improving vision clearance at intersections. Signs on the interior of the campus would be the same as or slightly smaller than allowed by current standards. Another significant proposed change to the sign code would relax standards regarding number and location. For example, Internal Monument Signs, are unlimited in number and can be placed in any location if the signs are greater than 30 feet from the public right-of-way.

In addition, an option to implement a Campus Sign Master Plan in the future, at the discretion of the property owners within the MC planning district, is included in the proposed PTA. This option is being included to accomplish the following:

- Avoid the PTA process if in the future Legacy Meridian updates their campus sign program in a way that does not fit with codified height and area standards; a Campus Sign Master Plan process could be substituted.
- Maintain City oversight and approval processes, thus ensuring compatibility between campus signage and surrounding development, and avoiding adverse traffic impacts
- Provide greater flexibility in signage for property owners within the MC planning district by allowing them to change signs as needed.

A Campus Sign Master Plan would allow an applicant to forgo the proposed standards and propose a program that provides a consistent and compatible design of signs throughout the campus. The Campus Sign Master Plan would be reviewed by staff through a typical sign review process.

The proposed code language is included as Attachment 102 to this report.

The approval criteria of the Tualatin Development Code (TDC), Section 1.032, must be met if the proposed PTA is to be granted. Staff has reviewed the applicant's response to the applicable criteria and finds the proposed amendment meets the criteria. The Analysis and Findings are included as Attachment 103.

## **Public Involvement**

On August 10, 2015, the applicant held a neighbor developer meeting to discuss the proposed PTA and changes to signage on the Legacy Meridian campus. One interested citizen representing the east Tualatin Citizen Involvement Organization (CIO), one City representative from the Planning Division, and two individuals representing the applicant attended the meeting. The proposed changes were well received and no concerns or objections were identified.

## **Next Steps**

After this recommendation from the Planning Commission at their regular meeting on March 17th, the proposed amendment will be discussed at a public hearing scheduled for April 11, 2016. If approved, staff anticipates bringing an ordinance to City Council on April 25, 2016.

## **OUTCOMES OF DECISION:**

A recommendation to approve the Plan Text Amendment would result in the following:

- Tualatin Development Code Section 38.230 Signs Permitted in the Medical Center (MC) Planning District will be amended to allow additional monument signs, additional wall signs and a Campus Sign Master Plan process in addition to amending certain sign standards including height, size, location and number of signs.

A recommendation to deny the Plan Text Amendment would result in the following:

- The Tualatin Development Code will not be amended and the current sign provisions will remain in effect.

#### **ALTERNATIVES TO RECOMMENDATION:**

The alternatives to the Planning Commission recommendation are:

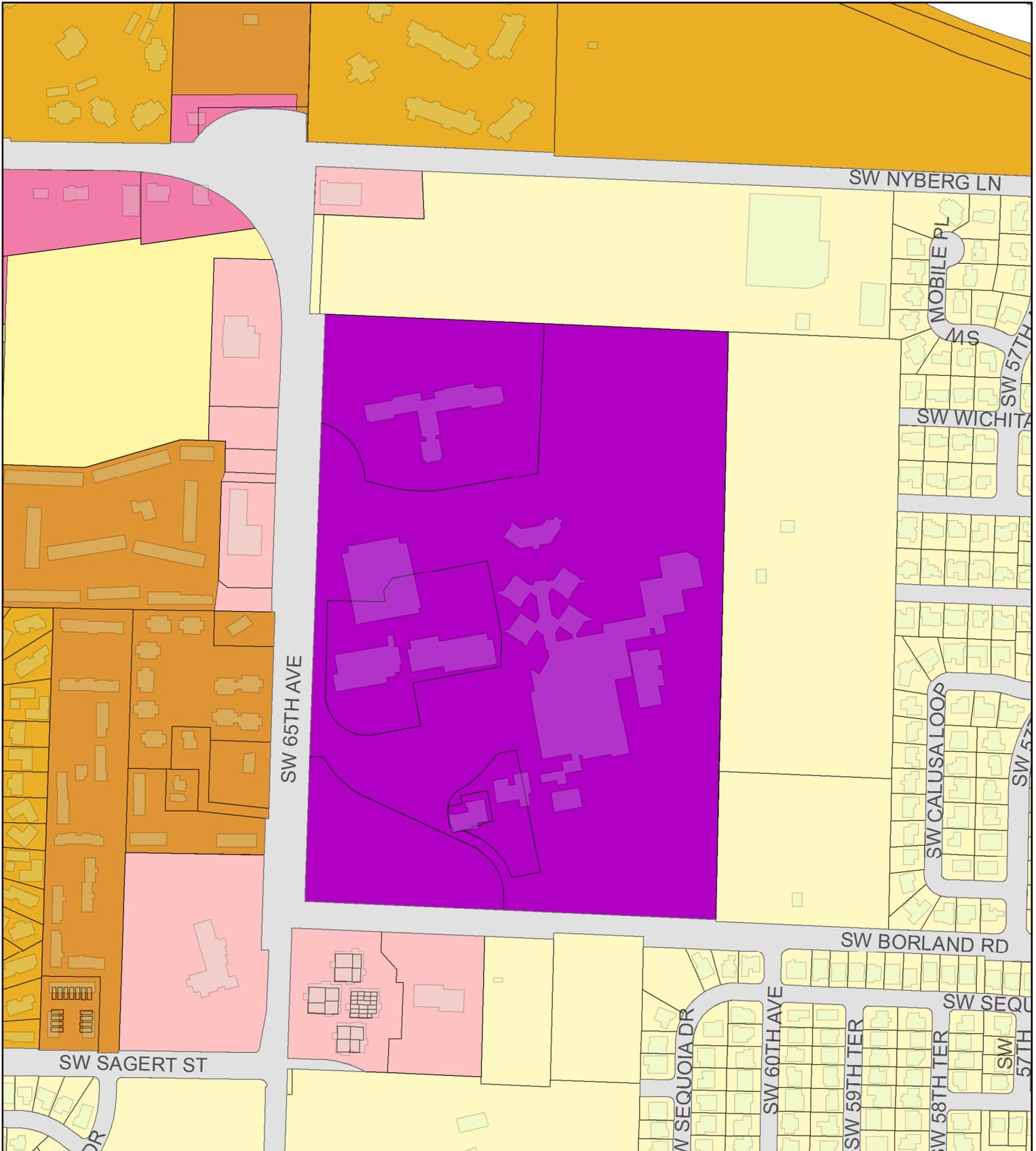
1. Approve the proposed Plan Text Amendment with alterations to the draft language.
2. Deny the proposed Plan Text Amendment.

#### **FINANCIAL IMPLICATIONS:**

The applicant, Legacy Meridian Park Medical Center, paid the required application fee of \$2,245.00 for the processing and review of their Plan Text Amendment application.

---

**Attachments:**    [Attachment 100 - Medical Center Planning District](#)  
                          [Attachment 101 - Applicant Response to Council Comment](#)  
                          [Attachment 102 - Revised Proposed Sign Code](#)  
                          [Attachment 103 - Analysis and Findings](#)  
                          [Attachment 104 - Presentation](#)



- |                    |                          |                         |
|--------------------|--------------------------|-------------------------|
| Office Commercial  | High Density Residential | Low Density Residential |
| General Commercial | Medium High Residential  | Medium Low Residential  |
| Medical Commercial |                          |                         |



This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is". -TualGIS

Received 3/8/16  
by  
Community Development  
Department

M E M O R A N D U M

**To** Aquilla Hurd-Ravich, Planning Manager  
City of Tualatin Community Development Department  
18880 SW Martinazzi Ave.  
Tualatin, OR 97062

**Project** Legacy Meridian Park Medical Center Site Signage **M/R Code** LMP

**Date** March 8, 2016 **Sent via** Email **# Pages** 1

**Subject** Plan Text Amendment: Narrative addressing City Council concerns

**By** Mike Hawks **Copies to** file , City of Tualatin, Bob Ingber

**Description of Proposal**

Legacy Health proposes to amend the text of Section 38.230 Signs Permitted in the Medical Center Planning District in the Tualatin Development Code (TDC). The amendment will provide sign language that allows for safer, more legible signs to replace the existing signs on campus. The new sign program emphasizes clarity and legibility, consistent nomenclature, fewer messages and a clear information hierarchy. The wayfinding approach highlights routes to three major destinations: Emergency, Hospital and Medical Offices. The new sign program will also reflect the campus' recent rebranding as Legacy Meridian Park Medical Center.

As part of the Plan Text Amendment process, Legacy has had the opportunity to hear concerns from City Council members and would like to reassure the Council that the new sign program will not negatively impact any of Legacy's neighbors.

**Aesthetics**

In addition to meeting existing design requirements set forth in the code, Legacy *will not* request pole signs in the Plan Text Amendment.

**Illumination / Directional signs**

Legacy Health will ensure illuminated directional signs meet the restrictions set forth in section TDC 38.100(7)(c). The Council should also understand that the newly proposed directional monument signs will replace 12 existing illuminated directional signs. There will be no net gain in the quantity of these signs, and only one change in location. There will be no new signs facing towards the east. The new signs have opaque faces and *only* the messages are illuminated (see photo).

**Illumination / Wall signs**

Legacy Health will ensure illuminated wall signs meet the restrictions set forth in section TDC 38.100(7)(c). Legacy Meridian Park currently has two wall signs that may be of concern. Both face west, one is located on the tower, and the other is located on the parking garage. Legacy will update the existing signs to: display the new logo, and have more energy efficient lighting. There are no plans to move, change the sizes or otherwise alter these signs by any other means. There will be little to no change in the amount of illumination emitted by these signs.

EMERGENCY

EMERGENCY

Emergency



Urgent  
Care





## DRAFT

### *Section 38.230 Signs Permitted in the Medical Center (MC) Planning District.*

(1) The provisions of this Section apply to all permitted and conditional uses in the Medical Center Planning District. To the extent that this Section conflicts with another Section of the TDC, this Section controls. Only those signs permitted in this Section are permitted. All other signs are prohibited. The following signs are permitted in the MC Planning District:

- (a) Monument Signs;
- (b) Wall Signs; and
- (c) Any sign approved through the Campus Sign Master Plan process.

(2) Monument Sign standards in the MC Planning District. Monument signs must comply with the following:

- (a) Height: No greater than fourteen feet high from the grade to the highest point of the sign, including the sign face, structure and any projection, decoration or trim of the sign face or structure.
- (b) Sign Face Area:
  - (i) Property Boundary: No greater than four faces per sign and no greater than 95 square feet of total sign face. A Property Boundary Sign must also use at least three of the following Sign Exterior Elements:
    - (A) Frame trim, cap, wing, grill, exposed bracketing or other decorative sign frame element(s);
    - (B) Variation in sign profile including use of asymmetrical & curvilinear shapes and planes, and irregular height of sign elements;
    - (C) Use of three or more exterior sign materials that are elements of the site's building architecture, including masonry, concrete, ceramic, glass (figured, block or tile), stucco, metal fabric, metal tubing and wood timber materials;
    - (D) Use 3-dimensional lettering and graphic;
    - (E) Use "halo," baffled and shrouded indirect illumination sources, or internally-lighted "push thru" lettering and graphic; or
    - (F) Have no more than 20 percent of sign face feature illuminated with direct lighting (exposed incandescent bulb, neon tube, LED or LCD electronic bulbs) or internally-lighted panels (fluorescent tube or other light source behind a translucent panel).

## DRAFT

A Property Boundary Sign must also use at least three of the following Sign Structure and Site Elements:

- (A) Two (2) or more individual pole, pylon or column supports separated by a minimum of 24”.
  - (B) Monument-style base occupying 75 percent or greater (>75%) of sign face width.
  - (C) Sign setback minimum of 5 ft. from property lines, measured to any feature of sign structure.
  - (D) Minimum 36” pylon or column width or diameter.
  - (E) Landscape plantings including shrubs and groundcover or hardscape features including decorative rock or masonry located at the base of the free-standing sign.
- (ii) Vehicle Entrance Sign: No greater than four faces per sign and no greater than 40 square feet of total sign face
- (iii) Internal Sign: No greater than four faces per sign and no greater than 40 square feet of total sign face.
- (c) Illumination: Indirect or internal.
- (d) Location:
- (i) Property Boundary Sign: One sign is allowed at each property boundary corner. Signs must be located within 30 feet of any public right-of-way.
  - (ii) Vehicle Entrance Sign: One sign at each vehicle entrance. Signs must be located within 30 feet of any public right-of-way.
  - (iii) Internal Sign: Signs located more than 30 feet from public right-of- way may be located anywhere on campus and be of an unlimited number.

## DRAFT

(e) Vision Clearance: All signs must comply with the vision clearance provisions in TDC 38.100.

(3) Wall Sign Standards in MC Planning District. Wall signs must comply with the following:

(a) Height:

(i) Main Sign: No greater than 8 feet high from lowest point to the highest point of the sign face, including any projection, decoration, and individual letters, cabinet or trim of the sign face. All letters or numbers must be four feet high or less. Height above grade shall be no higher than the height of the sign band.

(ii) Tenant Sign: Sign face shall be no greater than two feet high from lowest point to the highest point of the sign face, including any projection, decoration, and individual letters, cabinet or trim of the sign face. Height above grade shall be no higher than the height of the sign band.

(iii) Canopy Sign: Sign face shall be no greater than two feet high from lowest point to the highest point of the sign face, including any projection, decoration, and individual letters, cabinet or trim of the sign face. Height above grade shall be no higher than the height of the sign band.

(b) Sign Face: One sign face per sign and:

(i) Main Sign: No greater than 100 square feet.

(ii) Tenant Sign: No greater than 32 square feet.

(iii) Canopy Sign: No greater than 32 square feet.

(c) Illumination: Indirect or internal.

(d) Location: Wall signs are prohibited on any wall of any building that faces public right-of-way and that is within 150 feet of that public right-of-way.

(i) Main Sign: One wall sign may be located on each building.

(ii) Tenant Sign: One additional sign per tenant space may be located on each building, provided however not more than three walls of each building may have a sign on the wall.

(iii) Canopy Sign. In addition to the Main Sign and Tenant Signs, one wall sign per entry may be mounted to the canopy of a building in one of three ways: attached to the canopy fascia; mounted to the top edge of the canopy; or mounted to the underside of the canopy.

## DRAFT

(4) Campus Sign Master Plan. In lieu of the standards provided in this section, a property in the MC Planning District may submit a Campus Sign Master Plan to establish sign standards and locations.

(a) A Campus Sign Master Plan must include the following:

- (i) A site plan drawn to scale showing the location and dimensions of all proposed signs;
- (ii) Technical descriptions and color illustrations of all signs including the materials proposed to be used;
- (iii) Façade elevations in color with full dimensions of any structures upon which signs are proposed, indicating the intended general location of the proposed signs on the structure;
- (iv) Distance of all signs from public right-of-way and identification of signs anticipated to be visible from any public right-of-way;
- (v) A written explanation of how the sign plan provides for a consistent and compatible sign design throughout the subject development; and
- (vi) Any additional information necessary to satisfy the requirements of state and City construction codes.

(b) A Campus Sign Master Plan application will be reviewed under the Sign Permit Process described in TDC 38.070. A Campus Sign Master Plan application may be approved with or without conditions, including a requirement to comply with any or all of the standards provided in subsections (1) through (3) of this Section. To be approved, the Campus Sign Master Plan must meet the following the minimum criteria:

- (i) Provide for consistent and compatible design of signs throughout the development;
- (ii) Signs visible from public right-of-way may not be distracting to drivers, bicyclists or pedestrians using the public right-of-way;
- (iii) Signs must comply with the pedestrian and vision clearance provisions in TDC 38.100; and
- (iv) Signs must be consistent with or enhance the visual appearance of the streetscapes, architecture, landscaping, and character of the adjacent properties and the City as a whole.

## DRAFT

- (c) Modifications of a Campus Sign Master Plan must comply with the same standards and will be reviewed under the same criteria as a new Master Sign Plan.
- (d) Replacement signs must comply with the approved Campus Sign Master Plan.

DRAFT

## **PTA-15-0001: ANALYSIS AND FINDINGS**

### **AMENDMENT TO SIGN CODE IN THE MEDICAL CENTER PLANNING DISTRICT**

Plan Text Amendment 15-0001 (PTA-15-0001) proposes amendments to the Tualatin Development Code Chapter 38 Section 230 to allow additional sign types and revise certain sign standards. Legacy Meridian Park Medical Center is the applicant of these proposed changes.

Amendments are proposed to the following chapters:

Chapter 38 Sign Regulations

#### **Background**

Legacy Meridian Park Medical Center proposes to amend the text of Section 38.230 *Signs Permitted in the Medical Center Planning District* in the Tualatin Development Code (TDC). The amendment will provide sign language that allows for safer, more legible, and clearer wayfinding and identity signs to replace the existing signs on campus. The proposed amendment differentiates Property Boundary, Vehicle Entrance and Internal monument, adds sign categories to reflect locations and standards of all internal campus signs, and slightly increases allowed sign height and area of monument signs at the perimeter of the campus. In addition this amendment will create the option for a Campus Sign Master Plan at the discretion of the property owner.

The Analysis and Findings presented here pertain only to the Plan Text Amendment proposed to amend language in the Tualatin Development Code.

#### **Plan Amendment Criteria (TDC Section 1.032)**

The approval criteria of the Tualatin Development Code (TDC), Section 1.032, must be met if the proposed PTA is to be granted. The plan amendment criteria are addressed below. The following narrative describes how the proposed text amendment addresses the applicable approval criteria contained in TDC Section 1.032 Burden of Proof. For ease of reference, the approval criteria are noted in ***bold italics*** and use the numbering system contained in the TDC. When appropriate, similar approval criteria are grouped and addressed together.

#### **Section 1.032 Burden of Proof**

##### **Approval Criteria**

- (1) ***Granting the amendment is in the public interest.***

The Tualatin Development Code (TDC) *Chapter 20 Sign Design* states that the purpose of regulating sign design is to promote the public health, safety and welfare through a comprehensive system of effective sign Objectives. The proposed text amendment revises certain sign standards to permit clearer direction to drivers approaching the campus, adds standards for signs that aid visitors and patients to find their way to campus buildings and parking lots, and allows Legacy to clearly identify the campus.

The proposed code amendment expands the use of monument signs. Such signs will be allowed at property corners, vehicle entrances to the campus and, for the first time, at internal campus locations. Each of these types will be discussed later in these findings. With the amendment, signs at property corners and vehicle entrances must be located within 30 feet of a right-of-way. A consistent system of logically formatted and located signs will facilitate wayfinding while not contributing to visual blight or distractions to drivers. The Campus Sign Master Plan approval process will ensure future consistency. Wayfinding clarity will assist the public navigating the large hospital campus and finding their way to important medical services such as the emergency room. Sign objectives of the TDC are more specifically addressed in Approval Criteria (3) below.

Criterion “1” is met.

**(2) *The public interest is best protected by granting the amendment at this time.***

The existing signs on the Meridian Park Campus have reached the end of their useful life. The name of the hospital is being changed to add the words “Medical Center.” The existing signs on campus lack a hierarchy of size, form and content which reduces wayfinding clarity, they contain too much information which reduces legibility, and sign nomenclature is inconsistent. As part of a system-wide effort to improve signage and wayfinding information, Legacy has engaged a sign designer to develop a family of sign types that provides readable, clear messages on all of their campuses. Signs, using this typology have already improved wayfinding on Legacy's Emanuel and Salmon Creek campuses. Legacy would like to install these new sign types throughout the Meridian Park campus. The proposed Plan Text Amendment will allow Legacy to install a uniform system of new signs that comply with Tualatin City Code starting at the campus edge and continuing on internal circulation roads to building and parking lot entrances. These signs will provide current identity and wayfinding information in a clear, consistent form with an appropriate level of detail needed to easily navigate from the edge of the campus to destinations on campus.

Criterion “2” is met.

**(3) *The proposed amendment is in conformity with the applicable objectives of the Tualatin Community Plan.***

The following describes how the proposed text amendment addresses the applicable objectives of TDC Chapter 20 Sign Design.

***(1) Preserve the right of free speech exercised through the use of signs.***

The proposed amendment continues to permit signs in MC zone to impart wayfinding and identity information. Staff finds that the proposed amendment is neutral regarding the content of signs, and therefore preserves the right of free speech.

***(2) Protect the public health, safety and welfare.***

***(3) Protect persons and property in rights-of-way from unsafe and dangerous signs that distract, rather than inform, motorists, bicyclists and pedestrians.***

***(10) Ensure the number, height and dimensions of signs allowed adequately identifies a business or use and does not result in sign clutter.***

The proposed amended text allows a family of signs that will appropriately identify the campus, improve the visibility of critical wayfinding information, and provide appropriate levels of detail making it easier for patients, visitors, employees, and the general public to find and safely drive to the needed facility on campus.

The proposed amendment revises the existing code to allow additional monuments signs, wall signs and a Campus Sign Master Plan process. The proposed changes could allow for increased height and size and design standards to apply. There are three types of proposed monument signs: Property Boundary, Vehicle Entrance and Internal signs. Proposed code revisions describe height, sign face area, illumination and location. Proposed Wall Signs include a main sign, tenant sign and an overhead canopy sign. The revised code could allow for an additional Main Signs which are currently restricted to one per campus. Tenant Wall sign standards do not change in the proposed code revisions. A provision to allow Overhead Canopy signs is proposed. The Campus Sign Master Plan option could allow for an applicant to submit a plan that establishes sign standards and location. This could allow for future changes without changing code, while maintaining City oversight and providing the property owner with greater flexibility.

How these revisions allow signs that protect the public interest and safely inform motorists, bicyclists and pedestrians without sign clutter is addressed by each sign type below.

**Monument Signs:** Property Boundary signs are limited to property corners along the perimeter of the campus. They must be within 30 feet of the right-of-way. These signs are primarily for campus identification. The proposed sign area of these signs is larger and taller than allowed in the current standard, resulting in sign message sizes that can be read at safe speeds. In addition, directional information is placed at a height that can be seen by drivers and not obstructed by landscaping or other vehicles. Finally, the slimmer profile of the signs will allow a wider, less obstructed view for drivers and for pedestrians.

Vehicle Entrance signs are located at campus entrances or campus boundaries. These signs will clearly distinguish routes to emergency, hospital entrances and medical office buildings. The sign area for these types of signs remains the same as the existing code standard. These signs will be taller than allowed in the current standard, resulting in a slimmer profile allowing a wider, less obstructed view for drivers and for pedestrians. As with property boundary signs, vehicle entrance signs must be within 30 feet of the right-of-way.

**Internal Monument Signs-** New text is proposed to add standards for freestanding signs internal to campus. These signs are needed to direct drivers within the campus and to indicate when they have arrived at their specific destination. These signs continue the form and style established by the Property Boundary and Vehicle Entrance monument signs, but at a smaller scale appropriate to the speeds on internal campus roads and are designed to step down in size and height as they approach final destination points. The number of Internal Campus Monument Signs will not be restricted as long as they are located outside of 30 feet of the right-of-way.

Having identifiable, easy to read wayfinding signage from the edge of campus to final destinations promotes safe, more predictable traffic flow, and allows drivers, who are sometimes searching for their destination under stress conditions, to pay attention to pedestrians and road conditions.

Staff finds that, although the above discussion refers to different configurations of signs and their functions, the proposed text amendment associates sign function with location on the medical campus and does not prescribe any type or classification of sign message or content.

***(4) Protect persons and property from unsafe and dangerous signs due to natural forces, including but not limited to wind, earthquakes, precipitation and floodwaters.***

***(5) Protect persons and property from unsafe and dangerous signs due to improper construction, repair and maintenance.***

The proposed amendment leaves in place current regulations for construction, installation, repair and maintenance so that all campus signs will be safe. The proposed amendment allows signs that can be designed to limit damage in the case of natural forces. The proposed amendments do not make any changes to the Building Code and most all signs are required to obtain a building permit prior to construction.

***(6) Protect and enhance the visual appearance of the City as a place to live, work, recreate, visit and drive through.***

***(7) Protect and enhance the quality streetscapes, architecture, landscaping and urban character in Tualatin.***

***(8) Protect and enhance property values.***

***(9) Protect and enhance the City's economy.***

Legacy is planning to replace most of the existing signs on the Meridian Park campus. Monument Signs will contain Legacy's updated logo and the hospital's revised name: Meridian Park Medical Center. The new sign family will be uniform in design, color, material and typography and will present a visually attractive and consistent transition from public streets to the internal private streets of the campus. The new signs feature high quality, durable materials with sign cabinets of extruded aluminum with a clear anodized finish. Sign faces will be painted aluminum. Sign types noted as internally illuminated will have push through translucent acrylic messages. The proposed amendment does not affect current *Development Code* regulations regarding illumination and its potential negative impacts on drivers and adjacent properties. Sign types noted as non-illuminated will have messages in reflective vinyl applied to sign faces

The proposed text amendment permits new, high quality, visually attractive signs that appropriately identify a major hospital providing a range of health care services to the city's residents. The proposed text amendment also locates and provides standards, based on traffic speed, message size and content, for a family of directional signs sized to impart clear wayfinding information. The new signs

allowed by the text amendment will be visually attractive, contribute to a safe, enjoyable driving experience, and support the sign needs one of the city's major employers and health care providers.

Staff finds that the above objectives are met.

***(12) Allow only temporary signs on a property with no building.***

***(15) Regulate the number, height and dimensions of temporary signs.***

The text amendment does not address temporary signs.

***(13) Allow no new permanent sign, or a change of face on an existing permanent sign, on a property with an unoccupied building.***

***(14) Allow permanent signs only on buildings, or parts of buildings, that are occupied.***

The permanent signs addressed in the amendment are on a campus with occupied buildings. Staff finds that the proposed text amendment will have no effect on existing prescriptions against permanent signs on unoccupied buildings.

***(11) Allow greater sign heights and dimensions for Major Commercial Centers.***

***(16) In the manufacturing and institutional planning districts allow permanent freestanding monument signs, but not permanent freestanding pole signs.***

Staff finds that the proposed text amendment will apply only to the Medical Center planning district and will have no effect on Major Commercial Centers or manufacturing and Institutional planning districts.

***(22) Adopt Sign Design standards and a Sign Design Review process for freestanding signs in commercial districts that encourage attractive and creative signage with varied design elements such as proportionally wider sign bases or pylons, a mix of exterior materials that have a relationship to building architecture, use of dimensional lettering and logos with halo or internal lighting and is consistent with the high quality of developments desired in commercial districts.***

***(24) Create an incentive for improvement of existing freestanding signs and adopt provisions allowing non-conforming freestanding signs in commercial districts to retain non-conforming sign status when structurally altered subject to improved compliance with Sign dimension and Sign Design standards.***

The text amendment allows for signs whose height and scale respond to the larger physical contours, landscape features and buildings found on this and other medical campuses. Proposed sign face areas and letter heights allow for clear, legible wayfinding messages that are significantly easier to read than existing signs and more closely follow the legibility guidelines recommended by the United States Sign Council and the International Sign Association. The amendment adds language to reflect existing Hospital Identification Wall signs so that they will be conforming.

Staff finds that the proposed text amendment will apply only to the Medical Center planning district and will have no effect on commercial planning districts.

***(17) In the residential planning districts sign numbers, heights and dimensions for dwelling units shall be restricted and for conditional uses shall be consistent with the use.***

***(18) Allow indirect and internal illumination in residential planning districts for conditional uses.***

***(19) Allow greater sign diversity in the Central Urban Renewal District's Central Design District for uses on properties abutting the City owned promenade around the Lake of the Commons.***

***(21) Adopt sign regulations for the Mixed Use Commercial Overlay District that are consistent with the type and high quality of developments desired in the District. New sign types to be allowed are wall-mounted plaques and inlaid floor signs.***

***(23) In Central Commercial and General Commercial planning districts, allow permanent freestanding monument signs on Arterial Streets, and restrict permanent freestanding pole signs to Collector or Local Commercial Street frontages.***

The text being amended applies only to the Medical Center Planning District.

***(20) The wiring for electrically illuminated freestanding signs shall be underground and for wall signs shall be in the wall or a race.***

The proposed text does not modify the location of wiring.

Criterion “3” is met.

***(4) The following factors were consciously considered:***

- ***The various characteristics of the areas in the City;***

Staff finds that the proposed text amendment will apply only to the Medical Center planning district and will reinforce the unique character of the area. It allows for a family of identity and wayfinding signs appropriate to multiple buildings and destinations found on the Legacy Meridian Park Medical Center Campus..

- ***The suitability of the areas for particular land uses and improvements in the areas;***
- ***Trends in land improvement and development***

The proposed text amendment supports an existing land use

- ***Property values; the needs of economic enterprises and the future development of the area;***

The proposed text amendment supports the hospital’s need to provide clear identity and wayfinding information

- ***Needed right-of-way and access for and to particular sites in the area;***
- ***Natural resources of the City and the protection and conservation of said resources;***
- ***Prospective requirements for the development of natural resources in the City;***

The proposed text amendment does not affect right of way or natural resources

- ***And the public need for healthful, safe, aesthetic surroundings and conditions.***

The proposed amendment allows high quality, attractive signs with clear, uncluttered messages needed to find and navigate from public streets to destinations on campus. Property Boundary and Vehicle Entrance monument signs will be limited to locations within 30 feet of rights-of-way, thereby helping fulfill the public need for healthful, safe, aesthetic surroundings and conditions.

- ***Proof of change in a neighborhood or area, or a mistake in the Plan Text or Plan Map for the property under consideration are additional relevant factors to consider.***

The proposed text amendment clarifies and adds standards to cover all types of signs needed on a major medical center campus. It is not in response to a change in the area or a mistake in the plan text.

Criterion “4” is met.

***(5) The criteria in the Tigard-Tualatin School District Facility Plan for school facility capacity have been considered when evaluating applications for a comprehensive plan amendment or for a residential land use regulation amendment. The Tigard-Tualatin School District's School Facility Plan criteria (formula) for new school capacity are:***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on school facility capacity.

Criterion “5” is met.

***(6) Granting the amendment is consistent with the applicable State of Oregon Planning Goals and applicable Oregon Administrative Rules, including compliance with the Transportation Planning Rule TPR (OAR 660-012-0060).***

***Statewide Planning Goals  
Goal 1 Citizen Involvement***

Staff finds that the procedures used to process, consider and potentially grant the proposed text amendment have followed those stipulated by the acknowledged Tualatin Comprehensive plan and Development Code. These procedures include those required for a City Council public hearing on a legislative matter including: commenting agency notice of application; newspaper publication on March 24, 2016 announcing proposed amendment; DLCD notice of proposed change submitted February 22, 2016; and a City Council public hearing scheduled for April 11, 2016. Additionally, the Tualatin Planning Commission serves as the City’s standing committee on citizen involvement and the proposed amendments were presented to the Planning Commission on January 21, 2016 and again for a recommendation to City Council on March 17, 2016. These procedures ensure citizen involvement in a manner acknowledged by the State to be consistent with Statewide Planning Goal 1.

***Goal 2 Land Use Planning***

The Department of Land Conservation and Development (DLCD) has acknowledged the City's Comprehensive Plan as being consistent with the statewide planning goals. The Development Code implements the Community Plan and the two documents combine to make the Comprehensive Plan. The Community Plan establishes a process and standards to review changes to the Tualatin Development Code, thereby ensuring consistency with the Community Plan and the statewide planning goals.

The applicable Community Plan objectives are enumerated in Tualatin Development Code, Chapter 20 – Sign Design. The responses to Criteria “3” of the Tualatin Community Plan and Development Code, Section 1.032 Burden of Proof, apply these objectives to the proposed amendment. In those responses, staff found that the proposed amendment is consistent with these objectives of the Tualatin Community Plan. Therefore, staff finds that granting the proposed amendment is consistent with Statewide Planning Goal 2.

***Goal 3 Agricultural Lands***

***Goal 4 Forest Lands***

***Goal 5 Natural Resources, Scenic and Historic Areas, and Open Spaces***

***Goal 6 Air, Water and Land Resources Quality***

***Goal 7 Areas Subject to Natural Hazards***

***Goal 8 Recreational Needs***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on lands, resources or facilities related to or regulated by any Statewide Planning Goal 3 through 8 inclusive.

***Goal 9 Economic Development***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on the inventory of buildable commercial lands, and no effect on the density or type of permitted and conditional uses in commercially zoned land.

***Goal 10 Housing***

***Goal 11 Public Facilities and Services***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on lands, resources or facilities related to or regulated by Statewide Planning Goals 10 or 11.

***Goal 12 Transportation***

***660-012-0060***

***Plan and Land Use Regulation Amendments***

***(1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government***

*must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:*

*(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);*

*(b) Change standards implementing a functional classification system; or*

*(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.*

*(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;*

*(B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or*

*(C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.*

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will not significantly affect an existing or planned transportation facility. Specifically regarding 660-012-0060(1), the amended land use regulation will not: (a) change the functional classification of an existing or planned transportation facility; (b) change standards implementing a functional classification system; or (c) result in any change in the amount of traffic generated within the area affected by the amendment.

*Goal 13 Energy Conservation*

*Goal 14 Urbanization*

*Goal 15 Willamette River Greenway*

*Goal 16 Estuarine Resources*

*Goal 17 Coastal Shorelands*

***Goal 18 Beaches and Dunes***

***Goal 19 Ocean Resources***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on lands, resources or facilities related to or regulated by any Statewide Planning Goal 13 through 19 inclusive.

Criterion “6” is met.

***(7) Granting the amendment is consistent with the Metropolitan Service District’s Urban Growth Management Functional Plan.4***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on the comprehensive plan changes and related actions, including implementing regulations, required by the Metropolitan Service District’s Urban Growth Management Functional Plan, Title 4 – Industrial and Other Employment Areas.

Criterion “7” is met.

***(8) Granting the amendment is consistent with Level of Service F for the p.m. peak hour and E for the one-half hour before and after the p.m. peak hour for the Town Center 2040 Design Type (TDC Map 9-4), and E/E for the rest of the 2040 Design Types in the City’s planning area.***

The proposed text amendments are limited to clarifying and adding sign standards for an existing planning district.

Criterion “8” is met.

***(9) Granting the amendment is consistent with the objectives and policies regarding potable water, sanitary sewer, and surface water management pursuant to TDC 12.020, water management issues are adequately addressed during development or redevelopment anticipated to follow the granting of a plan amendment.***

The proposed text amendment does not change traffic, water, sewer or surface water objectives and policies.

Criterion “9” is met.

***(10) The applicant has entered into a development agreement.***

***(a) This criterion shall apply only to an amendment specific to property within the Urban Planning Area (UPA), also known as the Planning Area Boundary (PAB), as defined in both the Urban Growth Management Agreement (UGMA) with Clackamas County and the Urban Planning Area Agreement (UPAA) with Washington County.***

Staff finds that the proposed text amendment will apply only to sign regulations in the Medical Center planning district and will have no effect on property within the Urban Planning Area.

Criterion "10" is met.



# **Legacy Meridian Park Medical Center**

## **Proposed Amendments to Sign Code**

### **PTA15-0001**

**Planning Commission**  
**Recommendation**  
**March 17, 2016**



*City of Tualatin*

# Purpose of Tonight's Meeting

---

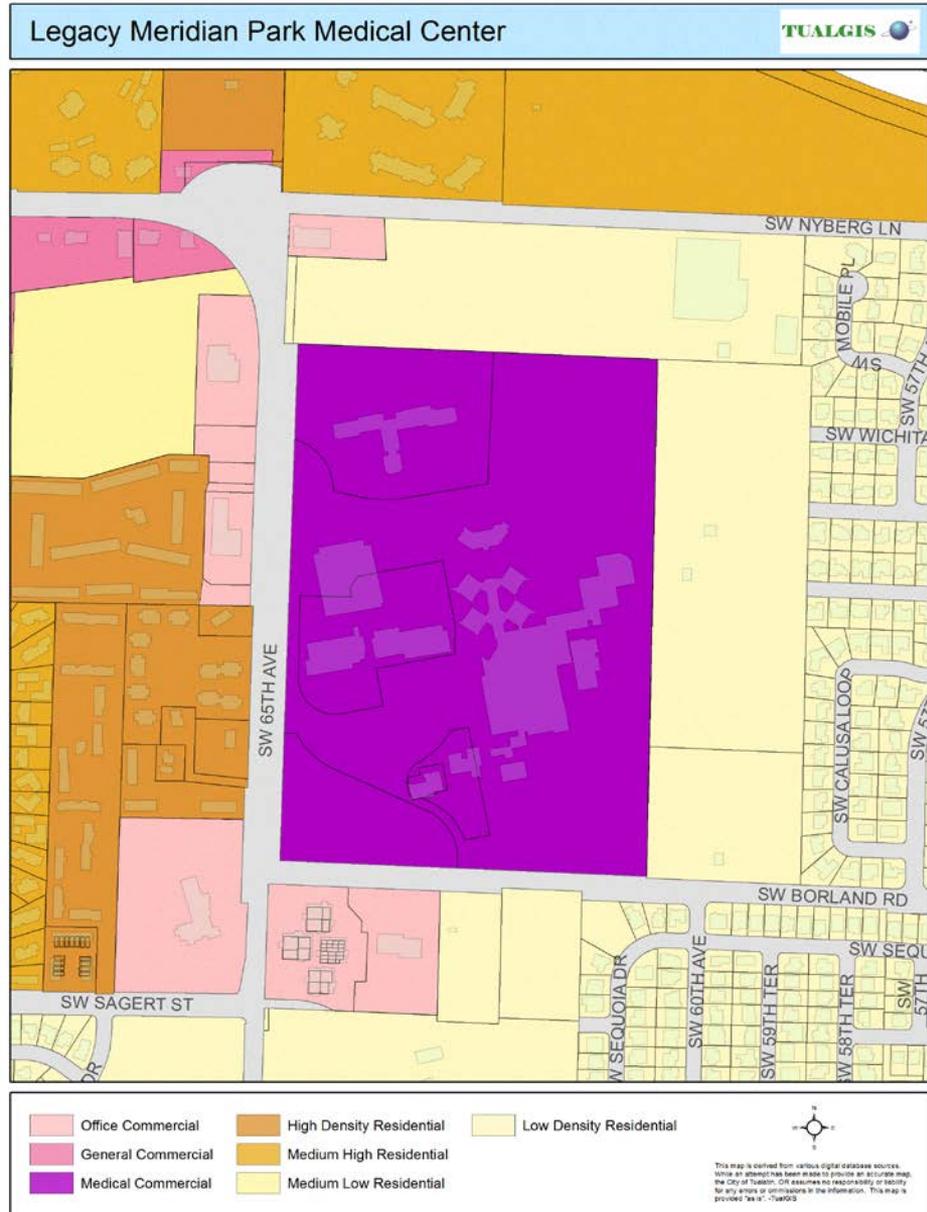
- Update Planning Commission on with Council feedback and the applicant's response
- Make a recommendation to Council to approve, amend or deny the proposed amendment.

# Background

---

- Application to amend the sign code for the Medical Center Planning District:
  - Emphasis on clarity and legibility
  - Consistent nomenclature
  - Fewer messages
  - Clear information hierarchy
  - Wayfinding approach based on routes/destination
  - Consistent application of brand element
  - New campus name, “Medical Center”

# Medical Center Planning District



# Revisions to Proposed Amendments

---

- Council feedback
  - Concerns with the light impacts to adjacent neighborhoods
  - Concerns with proposed free standing pole signs
    - Council action in 2008 limited the ability to install new pole signs
    - Although 2008 action was not specific to the Medical Center Planning District there was reluctance to amend the code to allow new free standing pole signs.
- Applicant response
  - Revised proposed language to remove free standing pole signs
  - Existing code language has standards around brightness and indirect illumination of signs

# Current Code

---

- The following sign types are allowed today:
  - Monument
  - Wall
  - Hospital Identification



# Proposed Amendments

---

- Amendments would allow:
  - Additional monument signs
  - Additional wall signs
  - A Campus Sign Master Plan process



# Monument Signs

## Property Boundary and Vehicle Entrance

Existing



- Height: 8' max
- Sides: 3 max
- Area: 40 sq ft max
- 1 per motor vehicle access  
4 max

Proposed

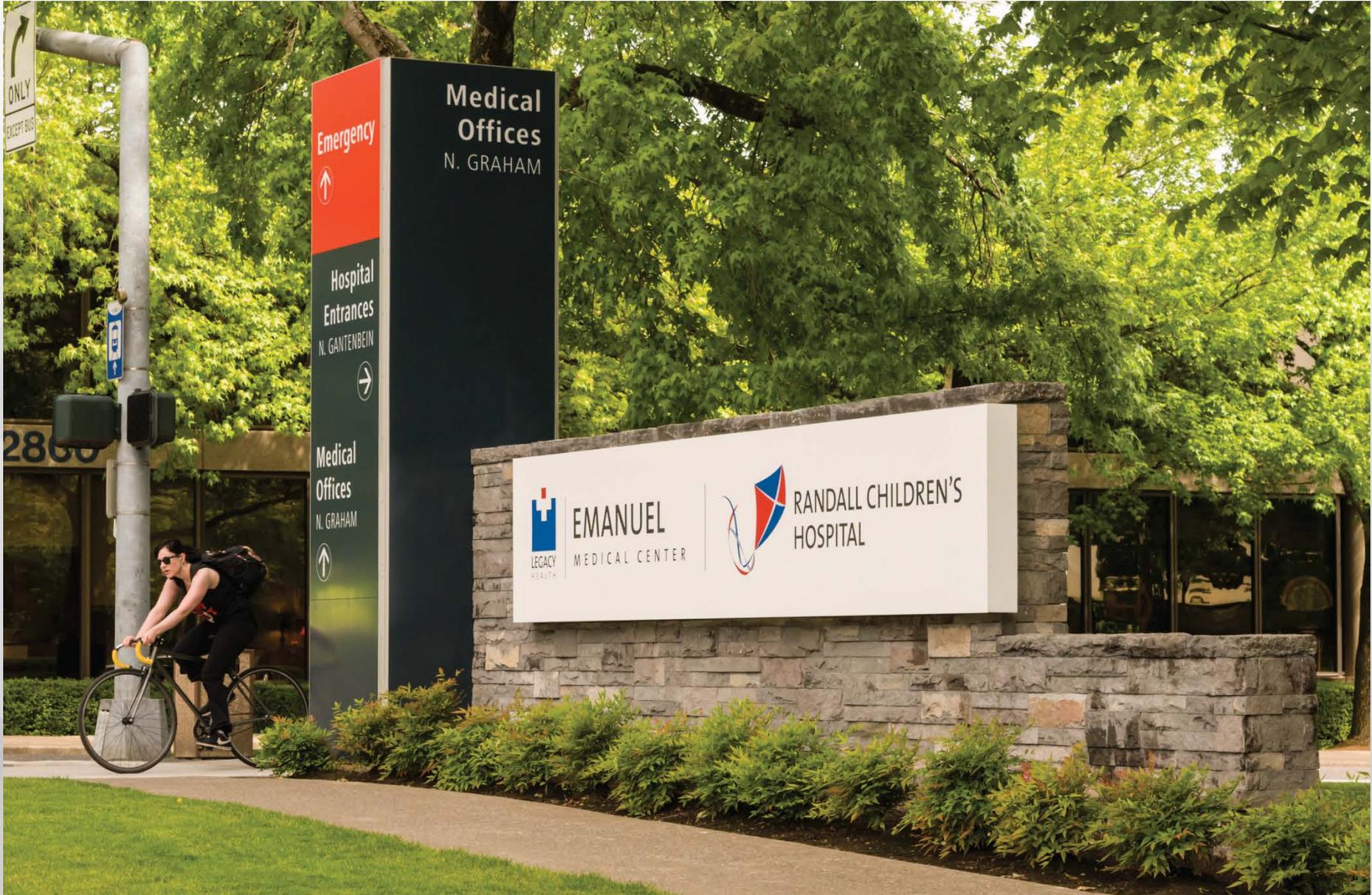


### Property Boundary

- Height: 14' max
- Sides: 4 max
- Sign Face Area: 95 sq ft max
  - Sign Design applies
- 1 per property boundary corner; within 30' of ROW

### Vehicle Entrance

- Height: 14' max
- Sides: 4 max
- Sign Face Area: 40 sq ft max
- 1 per motor vehicle access ;  
within 30' of ROW



ONLY  
EXCEPT BUS

2800

Emergency  
↑

Hospital Entrances  
N. GANTENBEIN  
→

Medical Offices  
N. GRAHAM  
↑

Medical Offices  
N. GRAHAM

LEGACY HEALTH  
EMANUEL  
MEDICAL CENTER



RANDALL CHILDREN'S  
HOSPITAL

# Monument Signs: Internal

Existing



- No existing standards

Proposed



## Internal Campus:

- Height: 14' max
- Sides: 4 max
- Sign Face Area: 40 sq ft max
- Located more than 30' from ROW may be located anywhere and of unlimited number

# Wall Signs:

## Main Sign and Tenant Sign

Existing



- Height of Sign Face: 8' max
- Height: match the Sign Band
- Sides: 1 max
- Area: 100 sq ft max
- 1 sign per tenant space and 1 Hospital Identification Sign

Proposed



### Main Sign:

- Height of Sign Face: 8' max; match sign band
- Sides: 1 max
- Sign Face Area: 100 sq ft
- 1 per building

### Tenant Sign:

- Height: 2' max; match sign band
- Sides: 1 max
- Sign Face Area: 32 sq ft
- 1 per tenant space not to exceed 3 walls of each building

# Wall Signs: Overhead Canopy Signs

Existing



- No existing standards

Proposed



## Overhead Canopy:

- Height of Sign Face: 2' max; no higher than sign band
- Sides: 1 max
- Sign Face Area: 32 sq ft
- 1 per building

# Campus Sign Master Plan Option

---

- Instead of proposed standards a property in the MC Planning District may submit a Campus Sign Master Plan to establish sign standards and locations.
  - Avoid future plan text amendments if changes to campus sign programs do not meet code
  - Maintain City oversight and approval process
  - Provide greater flexibility for property owners in the Medical Center Planning District
- Should Planning Commission review and decide on Campus Sign Master Plans?

# Process & Next Steps

---

- **Plan Text Amendment**
  - Planning Commission Recommendation
    - March 17, 2016
  - Public Hearing before City Council
    - April 11, 2016
    - April 25, 2016 Possible Ordinance adoption



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Tualatin Planning Commissioners

**THROUGH:** Aquilla Hurd-Ravich, Planning Manager

**FROM:** Zoe Monahan, Management Analyst  
Jeff Fuchs, City Engineer

**DATE:** 03/17/2016

**SUBJECT:** Capital Improvement Plan (CIP) Update.

---

### ISSUE BEFORE TPC:

CIP Update.

### EXECUTIVE SUMMARY:

The City of Tualatin's Capital Improvement Plan (CIP) is a living document which identifies the anticipated projects for the upcoming year and as well as the projects that the City is planning for over the next four years providing a five year plan for the future.

The City of Tualatin's Capital Improvement Plan (CIP) establishes, prioritizes, and ensures funding for projects to improve existing and develop new infrastructure and facilities. The use of a CIP promotes better use of the City's limited financial resources, reduces costs and assists in the coordination of public and private development.

The City's CIP is a five-year roadmap which identifies the major expenses over and above routine annual operating expenses. While the CIP serves as a long range plan, it is reviewed and revised annually. Priorities may be changed due to funding opportunities or circumstances that cause a more rapid deterioration of an asset.

As a basic tool for documenting anticipated capital projects, it includes "unfunded" projects in which needs have been identified, but specific solutions and funding have not been determined.

Projects generally fall within the five primary categories identified below:

- *Utilities* – Projects involving the Water, Storm, and Sewer distribution infrastructure.
- *Transportation* – Projects affecting streets, bike lanes, pedestrian crossings, paths, trails, and rail.
- *Facilities and Equipment* – Projects involving buildings, structures, equipment, and vehicles that the City owns and manages.
- *Parks and Recreation* – Projects affecting parks and open spaces, including Parks Facilities.
- *Technology* - Projects involving hardware, software, or infrastructure that improves and/or support technology.

Staff has prepared the initial draft of the CIP. A part of the process is to seek community input prior to City Council acknowledgment of the plan. The City Council will discuss and acknowledge the 2016 - 2020 CIP at the March 28, 2016 City Council work session.

---

**Attachments:**    CIP Presentation



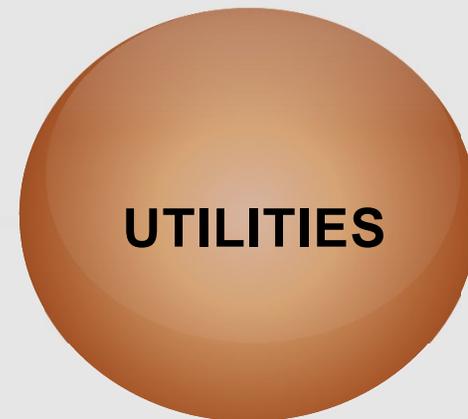
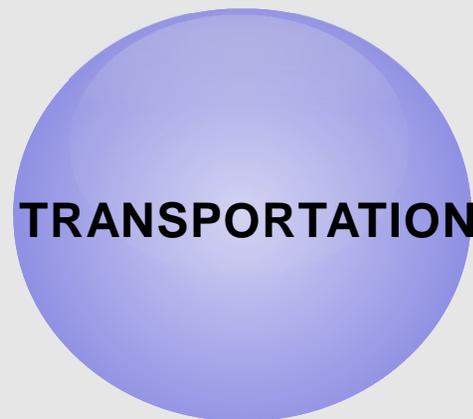
March 17, 2016

# Tualatin Planning Commission



*City of Tualatin*

# Project Categories



# Priorities

Health & Safety

Coordination (cost savings)

Regulatory requirements

Council goals

Master Plans

Service Delivery



# Funding Sources

System Development Charges

Water Rates

Wastewater Rates

Storm Rates

Road Maintenance Rates

Gas Taxes

General Fund

Grants and Donations



# 2015/2016 CIP Budget

Facilities & Equip.	\$ 392,170
Parks and Rec.	\$ 4,814,580
Technology	\$ 432,520
Transportation	\$ 1,919,120
Utilities	\$ 2,531,000
Master Plans*	\$ 150,000
<b>CIP Total</b>	<b>\$10,239,390</b>



# 2015/2016 Projects



<b>PARKS AND RECREATION</b>	<b>FY15/16</b>
Tualatin River Greenway Trail Enhancements	3,291,000
Dog Park Shelter	20,000
<b>TECHNOLOGY</b>	
Fiber Installation to all City Buildings	40,000
<b>TRANSPORTATION</b>	
105th/Blake/108th: Design Alignment	200,000
Myslony Bridge: west of 112th Ave	1,000,000
Neighborhood Transportation Solutions	80,000
<b>UTILITIES</b>	
Water Reservoirs: B2 Exterior/Interior Paint/Clean	550,000
Water Reservoirs: C2 Construct New Reservoir	850,000
Manhasset Storm Drain Upgrade	310,000
Martinazzi at TSR Storm Evaluation and Upgrade	200,000

# 2016/2017 Projects



<b>FACILITIES AND EQUIPMENT</b>	<b>FY16/17</b>
Core Area Pkg Maintenance: Green & White Lots	13,000
<b>PARKS AND RECREATION</b>	
Citywide: LED Lighting	62,220
Juanita Pohl Center: Kitchen Design & Renovation	204,000
<b>TECHNOLOGY</b>	
Library Technology Replacement	30,000
<b>TRANSPORTATION</b>	
Transit Stop Improvements	15,000
Myslony Bridge: west of 112th Ave	2,117,200
Neighborhood Transportation Solutions	80,000
<b>UTILITIES</b>	
Water Reservoirs: A1 Exterior/Interior Paint/Clean	675,000
Myslony St/112th Ave Intersection: loop system	200,000

# CIP SCHEDULE

July 2015	CIP kick-off
Aug 2015	Util. Coordination
Oct 2015	GF prioritization
Nov/Dec 15	Internal draft CIP
Jan 2015	Review 1 <sup>st</sup> Draft
Feb 2016	1st Draft Final
March 2016	CIP to Council



# CIP Update

